



MANNINGTREE TOWN COUNCIL

Unapproved

Minutes of the Town Council Meeting held in the Community Room on Thursday 15th December at 8:15 p.m.

This meeting was convened 45 minutes later than planned due to the Planning Committee Meeting business exceeding its schedule

96/11 Present: Cllr. M. Dew (Mayor) Cllr. G. Guglielmi (until item 109/11)
Cllr. A. Hoskyns Cllr. P. Hughes-Stanton
Cllr. K. King Cllr. L. Lay-Flurrie
Cllr. M. Morsley

In attendance: District Cllr. N. Stock District Cllr. P. Halliday (both until 100/11)
PCSO Beer PCSO Cuthbert (both until 102/11)
Ms. L. Price (Harwich & Manningtree Standard)
17 members of the public (until 105/11) Mrs. W. Saint-James (Clerk)

97/11 Apologies for absence: There were no apologies

98/11 Minutes of the previous meeting

The minutes of the meeting held on 17th November, having been circulated previously, were approved. Proposed Cllr. Lay-Flurrie, seconded Cllr. Hoskyns and signed by the Mayor.

99/11 Declaration of interests There were no declarations of interest.

100/11 Open Session

District Cllr. Stock (Leader of Tendring District Council) and District Cllr. Halliday (Deputy Leader of TDC and Portfolio Holder for Finance and Asset Management) came to speak to the council about car parking. Cllr. Stock explained that TDC was keen to promote the viability and vitality of town centres and that using the Market Place for car parking would provide vital support to local businesses. This initiative had received traders' support and they were attending this meeting to address the concerns expressed in MTC's letter to Jill Coleshaw. The Mayor explained that MTC did not object to the idea but had felt that more information was required. Following further discussion it was agreed that TDC could proceed with their plans on a trial basis which would last a maximum of 28 days, following which the position would be reviewed by both parties. The councillors then left the meeting.

Mrs. Day pointed out that there had always been adequate free parking in Manningtree and that it was unnecessary to use the Market Place for this purpose.

101/11 Report from the Police

Nine crimes were reported in November compared to five last year, including five cases of shoplifting. PCSO Cuthbert reported that the CCTV cameras had been used once in the month.

102/11 Reports from the District and County Councils

There was no report from the County Council.

Cllr. Guglielmi reported from the District Council that Council Tax for 2012/13 would be reduced by a further 0.5%. This was the third successive reduction. Cllr. Stock announced that he would reduce the membership of the Cabinet when the time was right and consult with the Boundary Commission regarding the reduction of Tendring District Councillors.

The Community Assets Rented Off-setting Scheme (CAROS) - which allows social community groups who rent TDC owned premises to pay a reduced rent - is to be phased out.

Natural England are bidding for funding to assess the application to extend the AONB to equal the status of Suffolk and he will continue to report progress on this.

Cllr. Guglielmi, as Planning Portfolio Holder, had formally approved Ardleigh's Design Statement which is the first in the district. It is hoped that other local councils will follow and, of course, our 3 parishes have already started the process.

103/11 Matters arising from the minutes

39/03 Condition of building at 33 South Street Cllr. Guglielmi is still seeking funds.

68/10 New Manningtree town sign at The Walls Cllr. King is waiting to hear back from sign design companies and for the new Tourist Information Boards to be erected. Planning permission may be required for the new town sign.

115/10 To consider a contribution of £150 towards the consultation fee for the Article 4 Direction proposed by TDC. Cllr. Guglielmi reported that Mr. Hornby has agreed to apportion the fee £100 for MTC and £200 for Mistley PC. He will remit invoices in due course.

126/10 Request for more bicycle racks in the town See items 107/11 and 108/11 below.

26/11 MTC funding for a Foundry Court Co-ordinator A meeting will be held on 10th January. Funding is in place to employ a co-ordinator. £25,000 from the Big Society Fund has been confirmed and the 3 local councils have agreed donations on a pro-rata basis. The Friends will also contribute. The job description is now awaited.

29/11 H.M. The Queen's Diamond Jubilee Celebrations Cllr. King reported that everything is in hand and booked up for Manningtree's celebrations.

45/11 To discuss the closure of Mistley Police Station and the viability of its relocation The Mayor and Mistley PC's chairman attended a meeting with the acting Assistant Chief Superintendent of Police in Chelmsford, who now takes on board the need for a place that the general public can attend in addition to premises for police staff and has emailed his confirmation. The Mayor offered the use of the Community Room free of charge for 6 months. However, the police have requested further proposals for a base in Manningtree/Mistley/Lawford and councillors were asked to email their suggestions to the Mayor or Clerk so that a list could be sent to the police in the New Year . **Action: All**

46/11 Town Council newsletter Cllr. King stated that she will include the Hub; Jubilee celebrations and the Market Place in the January newsletter and asked the Councillors for other input. The editor of the local community news magazine has requested a meeting with MTC in the new year to discuss its inclusion in future issues. **Action: All**

61/11 To discuss plans to use the Market Place as a car park As reported in 100/11 above, the leader and deputy leader of TDC attended the meeting to offer a verbal response to MTC's letter and a trial run is to be organised.

73/11 MTC response to TDC public consultation on housing development and future housing development sites **Item Discharged**

74/11 (b) Joint Neighbourhood Plan The 3 parishes have agreed to this in principle and details of a Front Runner Grant are awaited. Cllr. Guglielmi pointed out that now the Localism Bill has been enacted we have the go ahead and the government may make funds available to district councils to assist local councils.

87/11 Planning Matters **Item Discharged**

89/11 To approve the minutes of the Finance Working Party Meeting and the Council's budget and precept request for 2012/13 **Item Discharged**

90/11 To consider an increase in the Handyman's wages **Item Discharged**

91/11 To consider an S137 payment to the Rotary Club of Manningtree Stour Valley towards the cost of producing flyers for the Manningtree Town History Trail **Item Discharged**

92/11 To consider an S137 payment to the Brantham Bonfire Committee for the fireworks display **Item Discharged**

93/11 To consider an S137 payment to the British Royal Legion Poppy Appeal in the sum of £35 as per the budget **Item Discharged**

104/11 Report from the Planning Committee

Cllr. Hoskyns reported that 4 planning applications had been received. **Application Refs. 11/01408/TCA and 11/01409/TPO** regarding sycamore trees at, and adjacent to, 25 Malthouse Road. It was decided that the council would be guided by Mr. Dawson's recommendations. **Action: Clerk**

Application Ref. 11/01381/FUL for removal of Condition 2 of 09/00036/FUL to allow permanent use of premises at 1 The Lane as a youth café/drop-in centre. The council voted to object to this planning application but suggested that a working party be set up to consider the problems associated with The Hub. This was agreed and several members of the public asked to join it along with PCSO Cuthbert and Cllrs. Lay-Flurrie/Hoskyns and Cllr. King as deputy. Mr. Westwood would suggest other members to the council and Leanne Thornton at TDC would also be asked for her involvement. Sue Brown – a local business owner – would act as co-ordinator and the first meeting would be arranged in January.

Action: Councillors/Clerk

Application Ref. 11/01447/FUL for the variation of condition 2 of planning permission 07/00284/FUL to allow opening from 15:00 to 22:00 hours on Sundays. It was agreed that an extension to the consultation period should be sought to enable the council to investigate problems associated with the extraction/ventilation system at the premises. **Action: Cllr. Guglielmi/Clerk**

105/11 Reports from Representatives on other Committees

Cllr. Hughes-Stanton reported that the Business Chamber had held the Weird & Wonderful Manningtree

Christmas Event which had been a great success. Cllr. King proposed that MTC should write to congratulate the organiser, Jenine Collier, and this was agreed by all. **Action: Clerk**

106/11 To approve the meeting dates for 2012

These were agreed by all, proposed Cllr. Lay-Flurrie, seconded Cllr. King. **Action: Clerk**

107/11 To agree and sign the Licence received from Royal Mail Estates Limited to install bicycle racks at the Sorting Office and the Management Fee of £250.00 plus v.a.t.

The licence and management fee were agreed by all, proposed Cllr. Hoskyns, seconded Cllr. Guglielmi and the licence was signed by the Mayor. **Action: Clerk**

108/11 To consider quotations received for the installation of bicycle racks at Royal Mail's Sorting Office and approve the planning application to be submitted to TDC

The quotations were circulated prior to the meeting and it was decided to appoint TDC to carry out the work, proposed Cllr. King, seconded Cllr. Hoskyns. The planning application, details having been circulated previously, was agreed, proposed by the Mayor; seconded Cllr. Morsley. **Action: Clerk**

109/11 To discuss concerns and appropriate action regarding the needed renovation work at the Library

Cllr. Lay-Flurrie explained that the scaffolding was causing great concern and was detrimental to the general appearance of the High Street. It had been there for about a year and she proposed that the council approach Essex County Council to ask why the work was not being carried out and to request that they proceed with it as soon as possible. This was seconded by Cllr. Hughes-Stanton and agreed by all.

Action: Clerk

110/11 To approve a payment of £600 towards the Diamond Jubilee celebrations

It was agreed that MTC should contribute to these celebrations on a pro-rata basis, proposed Cllr. Hughes-Stanton, seconded Cllr. Hoskyns. **Action: Clerk**

111/11 To approve the following for payment:

Clerk's salary and expenses (October to December 2011)	:	£851.75
H.M. Revenue & Customs (Clerk's PAYE for quarter)	:	£100.00
Mr. D. Hitchcock's wages for the year (Handyman)	:	£1,126.93
Environmental Design (grass cutting)	:	£48.00

Also paid by standing order £70.00 to Crown Estates for lease of the beach and a late S137 payment to Mistley & Manningtree PCC for £220.00 (as per budget); proposed Cllr. Hoskyns; seconded Cllr. Lay-Flurrie. **Action: Clerk**

112/11 Correspondence

a). The following matters were brought to the Councillors' attention:-

Email re. funding sources; email re. Stour Valley Environment Fund; TDC letter re. Suffolk Coast & Heaths AONB;

b). Some mail had been received post-agenda and included in the correspondence wallet:-

Crime figures for November 2011; Letter from Dynamic Fireworks; email re. Neighbourhood Planning Training Session; Letter from Tabor Centre; email re. Manningtree Christmas Fayre; Suffolk Coasts & Heaths update; EALC email re. precepts; minutes of meeting between the police and the 3 parishes;

There being no further business the Mayor thanked everyone for their attendance and wished them a Happy Christmas. He then closed the meeting at 9:30 p.m.

Signed.....

Dated.....